



DEPARTMENT OF THE NAVY

OFFICE OF THE COMPTROLLER

WASHINGTON 25, D.C.

Ch-1 of 12 Sep 88 incorp.

IN REPLY REFER TO

NAVCOMPTINST 1130.2

NCB-222

NAVCOMPT. INSTRUCTION 1130.2

OCT 14 1964

From: Comptroller of the Navy
To: Commandant of the Marine Corps
Chief of Naval Personnel

Subj: Monthly Report of Enlistments, Reenlistments, Inductions and
Enlisted Reserves Ordered to Active Duty

Encl: (1) Format - Monthly Report of Enlistments, Inductions and
Enlisted Reserves Ordered to Active Duty

1. Purpose. This Instruction updates the subject reporting requirement and implements DODINST 7730.6 of 9 September 1964, same subject.

2. Cancellation. The requirements of NAVCOMPT letter of 22 June 1956 are canceled and superseded.

3. Background. These data will provide the Office of the Secretary of Defense with current data for use and public release until receipt of final audited accession data through departmental reports issued at a much later date.

4. Instructions. The subject report will be prepared on the format transmitted as enclosure (1) according to the following instructions:

a. Entries for item 2 will represent the total of enlistments or reenlistments in the Regular component of the reporting service. Extensions of enlistments will be excluded.

b. Entries for item 3 will represent enlistments of persons with no prior active service and persons with prior active service in other branches of the armed forces who enlist for the first time in the Regular component of the reporting service. When the total of first enlistments is not available for entry on the preliminary report, the number of persons with no prior active service may be reported with appropriate footnote reference.

c. Entries for item 6 will represent reenlistments within the same service as a Regular within 24 hours after separation, or reenlistments within 24 hours to fill own vacancy.

d. Entries for item 8 will represent only enlistments as a Regular within 24 hours after separation as Reserves or National Guardsmen completing a tour of continuous or extended active duty.

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e. Entries for item 10 will represent enlistments as a Regular within 90 days (or 3 months) after separation, other than immediate enlistments which are listed on line 5.

f. Entries for item 13 will represent enlistments as a Regular within 90 days after separation, other than immediate reenlistments listed on line 8, of Reserves and National Guardsmen completing a tour of continuous or extended active duty.

g. Entries for item 15 will represent accessions to active duty through induction.

h. Entries for item 16 will represent enlistments or reenlistments for continuous or extended active duty of Reserves where such enlistments or reenlistments are recorded by the reporting service as a type of accession to active duty, plus the numbers of enlisted Reserves or National Guardsmen ordered, called, or recalled to continuous or extended active duty. (Footnote appropriately.)

i. Preliminary or estimated data will be provided for the preceding month. Revised or audited data will be provided for the second preceding month.

5. Substitution of reports. If an addressee wishes to substitute an existing report, it should submit a request in writing to the Office of the Comptroller of the Navy for approval. The proposal substitute should be available within the due date stated by this Instruction.

6. Number of copies and due date. Three copies of the report will be submitted to the Office of the Comptroller of the Navy by the 22nd calendar day of each month or the next work day thereafter.

7. Report Control Symbol. Report Control Symbol DD-Comp(M)264 is assigned to this report. This report is approved for three years from the date of this change transmittal.



F. G. BENNETT
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Copy to:

SN DL Part 2: C4 (NAVADMINU W-Salem only)(2 cys)
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Additional copies may be obtained from:
Supply and Fiscal Dept. (Code 514.32)

U. S. Naval Station, Washington, D. C. 20390

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FORMAT FOR
MONTHLY REPORT OF ENLISTMENTS, REENLISTMENTS, INDUCTIONS AND ENLISTED RESERVES
ORDERED TO ACTIVE DUTY

Service _____ Department _____ Preparation Date _____

	Preliminary Month of _____	Revised (or Audited) Month of _____
1. Total (Items 2 + 15 + 16)		
2. Enlistments and Reenlistments as a Regular (Items 3 + 4)		
3. First Enlistments		
4. Reenlistments (Items 5 + 9)		
5. Immediate (Items 6 + 7 + 8)		
6. Former Regular	a/	
7. Former Inductee	a/	
8. Former Reserves or National Guardsmen	a/	
9. Reenlistments, Other Than Immediate (Items 10 + 14)		
10. Within 2-90 days (or 3 months) after Separation (Items 11 + 12 + 13)	a/	
11. Former Regular	a/	
12. Former Inductee	a/	
13. Former Reserves or National Guardsmen	a/	
14. Over 90 days (or 3 months) after Separation	a/	
15. Inductions		
16. Reserve and National Guard, Enlistments, Reenlistments, and Ordered to Active Duty		

a/ Data not required on preliminary report.

ENCLOSURE (1)